



City of NORFOLK

C: Robert J. McCabe, Sheriff

To the Honorable Council
City of Norfolk, Virginia

August 25, 2015

From: Robert J. McCabe, Sheriff

Subject: Special Revenue
Appropriations for the Sheriff's
Deputy Fund

Reviewed: Sabrina Joy Hogg
Sabrina Joy-Hogg, Deputy City Manager

Ward/Superward: Citywide

Approved: Marcus D. Jones
Marcus D. Jones, City Manager

Item Number:
R-20

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** Norfolk Sheriff's Office

III. **Description:**

This agenda item is an ordinance appropriating funds in the amount of \$35,000, if and when received from the Deputy Fund, for the Norfolk Sheriff ("Sheriff") to provide certain employment benefits to sheriff employees. This amount represents expected revenues in the Deputy Fund Special Revenue Account during Fiscal Year 2016.

IV. **Analysis**

The ordinance appropriates \$35,000 based on the expected revenues from the vending machine sales, locker rentals and notary charges in the Norfolk City Jail ("Jail") during the Fiscal Year 2016. The Sheriff will use the funds for staff-wide functions, extending condolences and congratulations to staff members and employee of the month awards to sheriff employees.

V. **Financial Impact**

Expenditures are based on expected revenues from vending machine sales, locker rentals and notary charges in the Jail during Fiscal Year 2016.

VI. **Environmental**

N/A

VII. Community Outreach/Notification

Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process.

VIII. Board/Commission Action

N/A

IX. Coordination/Outreach

This letter and ordinance have been coordinated with the Norfolk Sheriff's Office, the Office of Budget and Strategic Planning, and the City Attorney's Office.

Supporting Material from the Sheriff's Department:

- Ordinance

NORFOLK, VIRGINIA

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 35,000.00

2275-6-8990-8990

Christine Lee
Director of Finance

Account
7/13/13
Date

ORDINANCE No.

AN ORDINANCE APPROPRIATING THIRTY FIVE THOUSAND DOLLARS (\$35,000.00) AND AUTHORIZING THE EXPENDITURE THEREOF BY THE SHERIFF, IF AND WHEN RECEIVED FROM THE DEPUTY FUND SERVICE SPECIAL REVENUE ACCOUNT, TO PAY FOR HOLDING FUNCTIONS FOR HIS EMPLOYEES, EXTENDING CONDOLENCES AND CONGRATULATIONS TO HIS EMPLOYEES AND SIMILAR INCENTIVE-RELATED BENEFITS FOR HIS EMPLOYEES.

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BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That Thirty Five Thousand Dollars (\$35,000.00) is hereby appropriated and the Sheriff is authorized to expend them, if and when received from the Deputy Fund Service Special Revenue Account (the funds of which come from the profits from jail vending machine sales, locker rentals and notary fee charges), to pay for holding functions for his employees, extending condolences and congratulations to his employees and for similar, incentive-related benefits for his employees, such as employee of the month awards.

Section 2:- That this ordinance shall be in effect from and after its adoption.

Special Revenue Appropriations for the Sheriff's Deputy Fund

Deputy Fund Deposits for Fiscal Year 2015:	\$26,771.57
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Expenditures:	\$24,364.33
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Examples of expenditures:

The only two above \$1,000 are:

Norfolk Tides Season Tickets for all employees to use on first come basis:	\$ 4,400.00
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NSO Christmas Party:	\$ 3,500.00
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Other examples : Staff Cookouts, Gift Cards for employee of quarter, year, Staff Golf Tournaments, Flowers for family deaths, etc.:	\$16,864.33
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